



Checklist for an Underground or Aboveground Tank Submittal

To qualify for a tank and dispenser release, an applicant must provide a complete tank application, fees and submittal of plans demonstrating compliance with all applicable building laws and fire safety laws, including the information listed below. For a PDF copy of the current edition of the application form, visit <http://www.in.gov/dhs/3552.htm> and click on “Storage Facilities for Flammable and Combustible Liquids and Gases - Application” from the alphabetized list of applications, forms and permits.

- Application shall be complete and fully executed, including:
 - Name of firm or owner;
 - Street address of firm, including city;
 - Signature, telephone number and email address of owner, and date of signing;
 - Name and address of servicing fire department, including township;
- A site plan drawn to scale, showing the dimensioned location of above- or below-ground tanks and dispensers relative to building property lines, adjacent structures, other tanks, and any easements that can be built upon;
- Plans and calculations showing the location, construction and capacity of dikes;
- Electrical plans and diagrams showing all electrical runs and connections and the location of emergency power cut-off for fuel dispensers;
- If the tanks are located inside a building, a dimensioned floor plan showing the location and fire-resistance rating of rated assemblies, drains, curbs and means of egress;
- A plan showing the location and size of all piping, pumps, vents, fencing or other devices;
- Sections of underground tanks, showing depth below grade, supports, anchorage, etc.